

Transportation Demand Management and Municipal Parking, RFP
Questions from Vendors - 2/19/2021

1. Method of Tendering Proposals. The RFP states "No person, co-partnership, or corporation, shall submit more than one proposal, either directly or by agent." Can a sub-consultant appear on more than one prime project team or are they limited to one?

The language of the RFP does not prohibit sub-consultants from appearing on more than one project team.

2. Can the City of Buffalo please provide 3 year's worth of audited financial statements for the current operator of the municipal parking facilities?

Attached please find an audit of BCAR financials for 2019 and 2020.

3. Will the selected respondent be expected to manage the commercial leases currently occupying non-parking space at the Fernbach Ramp. If so, what other responsibilities in terms of maintenance and management relate to these leases?

Yes. It will be a standard landlord/tenant lease.

4. Will contractors and vendors working on the facilities be subject to prevailing wage laws?

Yes.

5. What is the base management fee paid to the current operator of the municipal parking facilities?

The base management fee is \$0.00. The selected offeror will collect all revenues, pay debt/expenses and the remaining funds are remitted to the City.

6. How long has the current operator been managing the municipal parking facilities?

Over 30 years.

7. How long is the current term, including renewals, of the agreement between the City of Buffalo and the current operator of the municipal parking facilities?

The contract that will potentially result from this RFP will be for three (3) years with the option to extend for two 1-year periods.

8. What is the existing coordination between off-street and on-street parking prices?

The prices of off and on-street parking are decided by the Commission of Parking and the Common Council.

9. Does the city have any existing curbside management policies and procedures that we should be aware of?

No.

10. What are the existing advertising guidelines or restrictions to place advertisements on the interior or exterior of the parking garages?

No current guidelines. Any advertising would have to be approved by the Commissioner.

11. To successfully implement TDM programs, investments will need to be made in public infrastructure whether it be for basic maintenance or street re-configurations. Is it anticipated that some of the revenue through this proposal could be used for such?

No, any improvements or re-configurations would be handled by the Department of Public Works.

12. How is the city currently reviewing TDM plans submitted with new development projects and enforcing stated outcomes?

The TDM plans are reviewed based on the performance standards stated in the Unified Development Ordinance and requirements outlined in the TDM policy guide. With regard to enforcement, the project owner is responsible for the implementation of the approved TDM plan and must comply with the reporting requirements of TDM policy guide. Once a project is issued a certificate of occupancy by the Department of Permit and Inspection Services, the property owner is required to file status reports to demonstrate compliance with the TDM requirements.

13. BCAR currently provides operation and maintenance services on behalf of the city for its 37 RAPP lots, the Court / Franklin parking lot used by police / fire personnel and the 493 Michigan Avenue off-street parking lot owned by BURA. Should costs associated with those services be included in the proposed RFP BCAR Operating Budget? (Section 7.1.2 of the RFP). Will other Offerors be required to do the same?

Yes. The chosen offeror will be required to do the same.

14. BCAR has been including and expending funds in previous Operating Budgets for Non-Operating Expenses, depreciation and larger repair / maintenance line items. Examples include funding for construction management and design services, and concrete repairs in the Mohawk Ramp for example. Should such expenditures be included in the proposed RFP BCAR Operating Budget? Will other Offerors be required to do the same?

No major expenditures need to be included, just day-to-day maintenance.

15. When booking a hotel in Buffalo, we received notification of the New York COVID-19 Travel Restriction which requires a mandatory 3 day quarantine and a second negative COVID test before leaving quarantine. We will be in Buffalo no more than 48 hours. Is there a variance that can be issued for business?

You will have to check with New York State and see if they provide variances.

16. Please confirm that the intended deal structure is management agreement, where one of the tax exempt bonds methods of compensation (Section 5) is paid to the Offeror, and all budgeted/approved/invoiced operating expenses are either deducted from revenue, or reimbursed by the City.

Deducted from revenue.

17. Please confirm that subcontractor expenses directly related to this account and approved by the City will also be reimbursed.

Deducted from revenue.

18. Does the current operator employ security personnel at the garages directly or through a 3rd party? What is the minimum level of security staff required? Can you please provide current security schedules?

Currently security is provided through a 3rd party, but either is acceptable. We will not be providing any information about the current vendor's day to day activities. You as the potential vendor should be able to tell us what the appropriate level of staffing is.

19. Can you please provide current staffing schedules?

We will not be providing any information about the current vendor's day to day activities. You as the potential vendor should be able to tell us what the appropriate level of staffing is.

20. Is the "security guard escort service" advertised at certain garages the same as that offered by Buffalo Place Rangers?

Yes.

21. What have been – if any – the impact of COVID to reduction in minimum staffing requirements? Reduction in minimum security requirements?

We will not be providing any information about the current vendor's day to day activities. You as the potential vendor should be able to tell us what the appropriate level of staffing is.

22. When is the anticipated return to pre-COVID hours of operation?

Hours of operation did not change.

23. What is the access credential currently used for monthlies (what is given to the parkers when they sign up)?

Monthly parkers are given an AVI card.

24. Is there a preference to partner with micromobility companies based in Buffalo?

We will choose the offeror who provides the best value to the City of Buffalo

25. Who is the current PARCS equipment servicer?

Amano.

26. Is all garage maintenance and cleaning equipment owned by the current operator? Does the City own any directly?

The City owns directly.